

## INSTRUCTIONS

Prior to constructing or reconstructing an approach to a State Highway in the State of Washington you are required by RCW 47.32 to obtain a permit from the Department of Transportation. The permit must be in the name of the property owner where the approach is located. No work is authorized on the approach until a permit has been granted and fully executed by both the Department and the property owner.

To assist in processing your request, please fill out the application completely and include all of the following data which may apply.

1. Legal description of your complete parcel described to at least the 1/16 Section (quarter of quarter).
2. Proof of property ownership or easement (e.g. copy of County Property Tax Statement, Real Estate Contract, Warranty Deed, etc).
3. Description of intended use of the property and a site plan.
4. One or more of the following:
  - a. Approved building permit.
  - b. Approved short plat or subdivision.
  - c. Environmental clearance or approval.
  - d. Any other approvals obtained.
5. Drainage plan with calculations, if available.

The location of the proposed approach shall be marked in the field in order to assist the Department's personnel in their review.

The Department prefers that no direct access to a State Highway be provided if the parcel has access to another road. We encourage adjacent properties to obtain a joint permit for access to a common point.

Because of the increased traffic on all State Highways, we are reviewing each approach application and may recommend that the approach location be moved to provide the safest location for both the applicant and the traveling public.

If you have any questions please call the Transportation Planning Office in Tumwater at (360) 357-2644.

## WASHINGTON STATE DEPARTMENT OF TRANSPORTATION

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**?? Send the completed application and additional data to the Department of Transportation at the address indicated below:**

**W.S.D.O.T. / Transportation Planning Office  
P. O. Box 47440**

**Olympia, WA 98504-7440**